

NLHS MEETING
11/14/2017

ATTENDEES:

Tina Artemis
Melissa Payan
Emilio Llamozas
Jason Nakatsu
Craig Greenwell
Mike Shanahan
Caroline Williams
Ray Daniels, HQ
Elizabeth Yo, HQ
Charlie Peterson, GSA

Jason started the meeting giving a short brief on what the workgroup has been doing. Reviewing the SMACNA guidelines and IAQ which created some questions/concerns from the workgroup. Drafting a communications plan, etc.

Charlie was able to answer most of the workgroups questions and concerns. Attached to the minutes is page 22 from the lease addressing IAQ concerns. In Section 3.52(H) states "During construction, meet or exceed the recommended design approaches of the latest edition of the Sheet Metal and Air Conditioning National Contractors Association (SMACNA) IAQ Guideline for Occupied Buildings Under Construction." The contractor will act on any additional recommendations of the workgroup but it will be at a cost.

The owners represented for construction, Seth is working on the first draft of the construction schedule should be available within 2 weeks. IAQ will be available soon after that.

Communications with staff is very important and decided we will have documents posted on the 8-Net. We will include the schedule, IAQ and the lease?

We will educate and inform all occupants during the process by having a 15 minute or so presentation at an All-hands on living in a construction zone, brown bags, news flashes, information on 8-Net, phone numbers to call to report issues.

Discussions with management and union regarding possible telework, reasonable accommodations. There is enough swing space to move employees temporarily during construction in their assigned area.

Ducts within construction zone will be covered, vents will be cleaned after construction.

Next Meeting:

Please send all or any agenda items for this meeting to Tina Artemis or Jason Nakatsu.

November 30, 2017 at 2:00 – 3:00 p.m. Yellowstone Room

Call in number

Ex. 6 Personal Privacy (PP)

3.52 INDOOR AIR QUALITY DURING CONSTRUCTION (FEB 2015)

A. The Lessor shall provide to the Government the most current safety data sheets (SDS) or other appropriate documents upon request, but prior to purchase, installation, or use for the following products, including but not limited to, adhesives, caulking, sealants, insulating materials, fireproofing or fire stopping materials, paints, carpets, floor and wall patching or leveling materials, lubricants, clear finishes for wood surfaces, janitorial cleaning products, and pest control products.

B. The LCO may eliminate from consideration products with significant quantities of toxic, flammable, corrosive, or carcinogenic material and products with potential for harmful chemical emissions. Materials used often or in large quantities will receive the greatest amount of review.

C. All SDS shall comply with Occupational Safety and Health Administration (OSHA) requirements. The Lessor and its agents shall comply with all recommended measures in the SDS to protect the health and safety of personnel.

D. To the greatest extent possible, the Lessor shall sequence the installation of finish materials so that materials that are high emitters of volatile organic compounds (VOCs) are installed and allowed to cure before installing interior finish materials, especially soft materials that are woven, fibrous, or porous in nature, that may adsorb contaminants and release them over time.

E. Where demolition or construction work occurs adjacent to occupied Space, the Lessor shall erect appropriate barriers to mitigate and control noise, dust, odor, etc. The Lessor shall take necessary steps to minimize environmental impacts and other interference with the occupants, which shall include but not be limited to providing an Environmental Control Plan to sequence work in occupied areas. The Lessor shall also plan for after hours and weekend work for activities that are incompatible with the Government's concurrent occupation and use of the space for its intended purpose. This includes maintaining acceptable temperature, humidity, and ventilation in the occupied areas during window removal, window replacement, or similar types of work.

F. HVAC during Construction: If air handlers are used during construction, the Lessor shall provide filtration media with a MERV of 8 at each return air grill, as determined by the latest edition of ASHRAE Standard 52.2, Method of Testing General Ventilation Air Cleaning Devices for Removal Efficiency by Particle Size. The permanent HVAC system may be used to move both supply and return air during the construction process only if the following conditions are met:

1. A complete air filtration system with 60 percent efficiency filters is installed and properly maintained.
2. No permanent diffusers are used.
3. No plenum type return air system is employed.
4. The HVAC duct system is adequately sealed to prevent the spread of airborne particulate and other contaminants, and
5. Following the Building "flush out," all duct systems are vacuumed with portable high-efficiency particulate arrestance (HEPA)

G. Flush-Out Procedure

1. A final flush-out period of 72 hours minimum is required after installation of all interior finishes and before occupancy of the Space. The Lessor shall ventilate 24 hours a day, with new filtration media at 100% outdoor air (or maximum outdoor air while achieving a relative humidity not greater than 60%).

2. After the 3-day period the Space may be occupied, however, the flush-out must continue for 30 days using the maximum percentage of outdoor air consistent with achieving thermal comfort and humidity control.

3. Any deviation from this ventilation plan must be approved by the LCO. The Lessor may request to meet alternative LEED flush-out requirements instead.

4. The Lessor is required to provide regularly occupied areas of the Space with new air filtration media before occupancy that provides a MERV of 13 or better.

H. During construction, meet or exceed the recommended design approaches of the latest edition of the Sheet Metal and Air Conditioning National Contractors Association (SMACNA) IAC Guideline for Occupied Buildings Under Construction.

I. Protect stored onsite and installed absorptive materials from moisture damage.

3.53 SYSTEMS COMMISSIONING (FEB 2015)

The Lessor shall incorporate commissioning requirements to verify that the installation and performance of energy consuming systems meet the Government's project requirements. The commissioning shall cover at a minimum, the following systems and components installed or altered as part of the improvements completed under this lease, as well as existing systems and components that service the Space: heating, ventilating, air conditioning and refrigeration (HVAC&R) systems and associated controls, lighting controls, domestic hot water systems, and renewable energy systems.

1. The Lessor shall provide the services of an independent Commissioning Agent certified by a recognized building commissioning association, and approved by the Government, to evaluate and oversee the quality control, performance, and operation of the facility's systems throughout design, construction and functional testing up to 12 months after beneficial occupancy. The Commissioning Agent shall identify and recommend improvements throughout design, construction, and the commissioning process.

2. The independent Commissioning Agent shall develop a Commissioning Plan approved by the Contracting Officer. The Commissioning Plan shall be updated as necessary, throughout all project phases. The Plan shall be implemented at the beginning of construction and through the first 12 months of occupancy to confirm that systems perform per design intent. The Plan shall address the above listed building systems.